



CITY OF FORT LAUDERDALE

**COMMUNITY APPEARANCE BOARD MEETING  
CITY OF FORT LAUDERDALE  
CITY HALL, 8<sup>TH</sup> FLOOR  
100 NORTH ANDREWS AVENUE  
MARCH 9, 2022 – 5:30 P.M.**

**Board Member**

**Attendance**

Ed Murphy, Chair  
Stephanie Tonsfeldt, Vice Chair  
Jason Hoffman  
Paul Robinson  
Patricia Roth  
Kathy Schultz  
Shirley Smith  
Miguel Wright  
Sally Zubero

A  
P  
A  
P  
P  
P  
P  
A  
P

**Staff Attending**

Anthea Thomas, Staff Liaison  
Carla Blair, Prototype Inc. Recording Secretary

**I. Call to Order/Roll Call**

The meeting was called to order by Vice Chair Tonsfeldt at 5:36 p.m. Roll was called, and it was determined a quorum was present.

**II. Approval of Minutes**

**Motion** made by Ms. Schultz, seconded by Ms. Roth, to approve the minutes of the February 9, 2022 meeting as presented. In a voice vote, the **motion** passed unanimously.

**III. WOW Award Nominations**

Ms. Roth discussed the home at 505 Idlewyld Drive, which she thought might be appropriate to nominate. She stated as a new Board member she wanted to get Board feedback before submitting a nomination. She explained the changes made and Ms. Thomas shared photos.

Discussion ensued and consensus was for Ms. Roth to contact the homeowner and proceed with gathering before and after pictures.

Vice Chair Tonsfeldt provided an update on transitioning to award presentations at Commission meetings after adjustments for COVID-19.

Ms. Thomas reviewed the pending nominations and discussed the process for nomination and tracking of what step in the process nominations are at.

Vice Chair Tonsfeldt noted she had moved to District 4. Discussion ensued regarding the neighborhood map and district boundaries.

Ms. Schultz asked if the Board had ever reached out to community leaders in Homeowners Associations to ask that they pass on potential nominations.

Vice Chair Tonsfeldt stated Board members had reached out to communities in the past and were welcome to do so again.

Ms. Roth asked about nominations from the City Commissioners. Discussion ensued regarding open communication between the Board members and their nominating Commissioners.

Ms. Schultz asked whether the focus was on residential homes.

Vice Chair Tonsfeldt explained the annual awards include commercial properties and noted condos can be nominated for WOW awards following restoration or improvement. Discussion ensued regarding a new kosher market.

Ms. Thomas stated there is contact information for the HOAs on the City's website, and noted she would send that information to the Board along with the district map. She pointed out she had recently sent a letter for seeking sponsorship on behalf of the Board and a review of the award guidelines. Discussion continued on the guidelines.

#### **IV. New/Old Business**

Ms. Thomas explained there is a conflict for the room in May as a budget workshop is planned in the space. Discussion ensued regarding selecting a May meeting date or an alternate location for the scheduled date. Consensus was to move the meeting to May 4.

Vice Chair Tonsfeldt asked if there was any other old or new business to bring forward.

Ms. Zubero stated she had secured two (2) gift cards. She explained the Board had been asked not to solicit other restaurants in the “Be Nice” group, as they had donated.

Ms. Thomas explained the virtual packet she had provided to each Board member and noted she would be sending an updated nomination form and letter. She asked the Board to provide her with updated contact details.

Discussion ensued as to how to make contact with homes Board members wanted to nominate for the award.

Vice Chair Tonsfeldt explained the Council of Civic Associations and stated she thought it would be a great opportunity for outreach.

**Motion** made by Ms. Roth, seconded by Mr. Robinson, to make a formal announcement at the next Council of Civic Associations meeting requesting those with candidates for WOW Awards contact Ms. Thomas or their district members. In a voice vote, the **motion** passed unanimously.

Ms. Thomas provided a brief update on contact with the individual Commissioners regarding adding additional members to the Board.

The Board briefly discussed the restrictions on communication between members under Sunshine Law.

## **V. Communication to the Commission**

Ms. Thomas updated on the Communication to the Commission the Board had approved in February. She explained the Board would like to see more nominations coming before Commission and stated there is an award planned for the April Commission meeting.

Vice Chair Tonsfeldt provided additional detail on the award to be presented and work on the home.

Mr. Robinson asked whether WOW award nominees who were honored during COVID-19 needed to be brought back before the Commission. Ms. Thomas stated she would investigate and report back.

**V. Items for Next Meeting**

Vice Chair Tonsfeldt suggested the Board ramp up preparations for the annual awards in October in the next months.

Discussion ensued on the nomination process and the event.

Ms. Thomas explained the annual award nomination packet and stated she would provide it to the Board at the April meeting for review prior to public release in May.

**VI. Adjourn**

Upon motion duly made and seconded, the meeting adjourned at 6:28 p.m. The next Regular Meeting of the CAB is scheduled for April 13, 2022, at 5:30 p.m.

[Minutes prepared by C. Parkinson, Prototype, Inc.]